

**CRAWFORD COUNTY HUMAN SERVICES DEPARTMENT
BOARD MEETING MINUTES
December 09, 2019**

The regular meeting of the Crawford County Human Services Board was held on Monday, December 09, 2019 at the Crawford County Administration Building, Prairie du Chien, Wisconsin. The meeting was called to order at 10:00 a.m. by Chairman, Dull.

Roll call showed board members Ellen Brooks, Wade Dull, Elling Jones, Mary Kuhn, Carl Orr, Joyce Roth and Brad Steiner present along with non-board members Dan McWilliams, Director and Mary Glawe, Clerk III.

Posting of Meeting Notice verified by: Wade Dull

Motion by Roth, second by Brooks to approve the November 11, 2019 minutes as mailed. Motion carried unanimously.

Motion by Steiner, second by Jones to approve the bills & vouchers in the amount of \$169,589.58. Motion carried unanimously.

DIRECTOR'S REPORT

Key Fiscal Indicators-Handout

This month we continue to project out the remainder of 2019. Mental Health Placements, Children's Placements, Adult/AODA Placements and Winnebago/Mendota Placements continue to stay steady projecting a loss of \$11,952. Payroll, Direct and Indirect are continuing about the same. Services Contracted/Non-Contracted shows through 10.5 months and looks very good. Revenue may increase as billing M.A. and insurance continues. This month the overall budget is showing a \$80,322 gain. That added to a budget that began with a \$30,000 shortfall is looking close to between breaking even and perhaps a modest gain.

Personnel Update

- Tara Welch-McCumber will be the full-time receptionist beginning 01/01/20.
- Advertising for the Lead Social Worker position will end on 12/10/19. If this is filled internally, advertising for a new social worker will begin.
- The Business Manager position will become salaried as of 01/01/20.
- Discussed options if any for getting therapists certified as substance abuse counselors in training.
- The CLTS social worker will be supervised by the Director beginning in 2020.

Birth to 3 Update

Birth to 3 (B-3) is an early intervention program for children with developmental delays. The State has been encouraging counties to use an evidenced-based model. This model focuses on training the parent to work with their child continually versus a limited therapy time that can be provided in the home. Metastar will be conducting an audit in early 2020 on a number of B-3 indicators but will be getting a baseline of where we are on transitioning to this model specifically. We will make a plan to implement the recommendations from the audit. The service coordination/case management is transitioning from the hospital to CCHHSD/Deb

Check. She will provide assessments to the families. Lisa Trumm who currently works with the CLTS program is also training in the B-3 program.

Agency Updates

We had a new APNP Practitioner start in November, but that contract has been cancelled. Until a new individual is hired, Katie Fassbinder, Psychiatrist and our AODA Medical Director, is seeing clients.

Dan will meet with Public Property this week regarding redoing work spaces. John Poots is gathering estimates.

An intern from Viterbo will start on 01/13/20 in the Family and Children's Unit. A BSW is required to supervise this position so Dan will be the supervisor and Jada Hrubes will be the task supervisor.

NEXT MEETING

Monday, January 13, 2020 at 10:00 a.m.

ADJOURNMENT

Motion by Jones, second by Kuhn to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Joyce Roth, Secretary

JR:DM:mpg